FrontAccounting (FA) is a professional web-based Accounting system for **E**nterprise **R**esource **P**lanning **(ERP).** It is developed in PHP / Ajax using MySQL database management system.

The recommended **Http Web Servers are**: a) Apache & b) Internet Information Services. (IIS)

It is targeted towards small and medium sized enterprises. It is integrated with modules that support most common business processes.

FrontAccounting is a multi-user system. It supports multiple languages and currencies.

FrontAccounting is developed by an international team. Senior developer Joe Hunt from Sweden and Janusz Dobrowolski from Poland.

FrontAccounting is provided with below standard Modules:

1. Sales
2. Purchases
3. Items and Inventory
4. Manufacturing
5. Fixed Assets
6. Dimensions
7. Banking and General Ledger
8. Setup

Its functionality is appropriate for small and medium companies for managing Purchases, controlling stock, issuing offers, registering orders, and sending invoices.

What is Enterprise Resource Planning (ERP) ?

Enterprise resource planning **(ERP)** is business process management software that allows an organization to use a system of integrated applications to manage the business and automate many back office functions related to technology, services and human resources.

ERP software typically integrates all aspects of an operation — including product planning, development, manufacturing, sales and marketing — in a single database, application and user interface.

Enterprise resource planning combines all business processes into one unified system. Its purpose is to make the best possible use of all resources of the business to give the company a competitive edge.

Its main objective is to combine information and processes from all divisions of an organization and merge them to create a structured working system.

Its major benefit is improved coordination across all departments of an organization and thus increasing efficiency. Other benefits include facilitation of day-to-day management. Data accessibility is therefore much better for management, as ERP systems provide up-to-date information for decision-making.

A. Sales Module:

Some basic features of Sales and Account Receivables:

- Open Customer Accounts and Customer Branches
- Make Sales Areas, Sales Types, Sales Groups, Salesman Groups
- Prepare Sales Quotations (Set up a Quotation)
- Prepare Sales Orders (Convert Quotation to a Sales Order)
- Make Delivery against Sales Orders (Dispatch the goods)
- Prepare & print Customer Invoices
- Receive Customer Payments (Entry for Customer payment received)

Sales Process :
1. Set up a Quotation
2. Convert Quotation to a Sales Order
3. Dispatch the goods
4. Preparing Sales Invoice
5. Entry for Customer payment received

The options below suggest as to which Department would normally use the transactions.

Transactions	
Sales Quotation Entry - Sales Office	**Select Template For Delivery** Use a pre-selected template for delivery.
Sales Order Entry - Shop	**Select Template For Invoicing** Use a pre-selected template for invoicing.
Direct Delivery Delivery and Sales Order in one step.	**Create And Print Recurrent Invoices** Create due Recurrent Invoice and print/email them.
Direct Invoice Sales Invoice, Delivery and Sales Order in one step.	**Customer Payment Entry** Customer Payment and optional Allocation.
Delivery Against Sales Orders - Warehouse Select Sales Order and dispatch goods. Search outstanding Sales Orders.	**Customer Credit Note**
Invoice Against Sales Delivery - Accounts	**Allocate Customer Payments or Credit Notes** Allocate your Payments from Customer

Sales Module Screen :

Sales - Transactions	
1. Sales Quotation Entry	A Sales Quotation allows a prospective buyer to see what costs would be involved for buying a particular product. It is also known as a "**Price Quote**". It is prepared by a potential seller in response to a **request for quotation (RFQ)** from a prospective buyer.
2. Sales Order Entry	The Sales Order is a confirmation document sent to the customer before delivering the goods. Sales Order can be created once the quote is accepted by the prospective customer (potential).
3. Direct Delivery	Direct delivery entry can be done in order to skip the Sales Order step, so that the goods sold can be invoiced immediately. This can be done if the material is already in stock and being shipped at the moment the sales order is written up. However, if items must be manufactured or delivery will delayed for any reason, then a standard **Sales Order** is required.
4. Direct Invoice	It is used to create an Invoice without a Sales Order. This method allows you to create an invoice directly, skipping the following steps :
a)	**a)** Creating a **Sales Order b)** Flagging a Sales Order as **Delivered c)** Creating a **Work Order** or **Purchase Order** for manufactured items respectfully.
5. Delivery Against Sales Orders b)	Dispatch items ready for shipping from a **Sales Order** in preparation for invoicing. After a Sales Order has been completed, and inventory requirements are satisfied, an order must be set as delivered in order for it to be invoiced.
6. Invoice Against Sales Delivery c)	Create Invoice for a Sales Order that has been delivered. Once a **Sales Order** has been dispatched for delivery, an invoice can be created. Once an invoice has been produced it can't be changed.
7. Customer Payments d)	Make an Account Receivable deposit into a customer's account.

Sales - Inquiries and Reports	
1. Sales Quotation Inquiry e)	This Inquiry shows the Sales Quotations for a given period. You have the option to look at an entire Quotation, edit a Quotation, print a Quotation and make a Sales Order from a Quotation
2. Sales Order Inquiry	This Inquiry shows the Sales Orders for a given period. You have the option to look at an entire Quotation, Mark a Sales Order to be a Template for Deliveries/Invoices, edit an Order and print an Order.
3. Customer Transaction Inquiry g) h)	This inquiry shows all the transactions made between specified dates for a customer. **Transaction types :** Sales Invoices, Overdue Invoices, Payments, Credit Notes, Delivery Notes.
4. Customer and Sales Reports	This section generates & displays reports of various modules like Customer, Supplier, Inventory, Manufacturing, Banking … etc. The output can also be saved to **.pdf**, **MS-Excel** format or directed to a **printer**.

Sales Workflow:

1. Sales => Transactions => Sales Quotation Entry:

2. Sales => Transactions => Sales Quotation Entry => Sales Order Entry:

3. Sales => Transactions => Sales Quotation Entry => Sales Order Entry => Deliver Items of a Sales Order :

Sales	Purchases	Items and Inventory	Manufacturing	Fixed Assets	Dimensions	Banking and General Ledger	Setup

Squad1 | 192.168.1.17 | Front Accounting User 1   Dashboard   Preferences   Change password   Help   Logout

Deliver Items for a Sales Order

Customer	Donald Easter LLC	Branch	Sydney	Currency	USD	Current Credit:	300.00
Reference	007/2018	For Sales Order	25	Sales Type	Retail	Dimension:	
Delivery From	Vashi East – Central Warehouse	Shipping Company	Lufthansa shipping Services	Date	05/23/2018	Invoice Dead-line	05/24/2018

Delivery Items

Item Code	Item Description	Ordered	Units	Delivered	This Delivery	Price	Tax Type	Discount	Total
104	HP-Laptop Core i3	1	each	0	1	600.00	Regular	0.0%	600.00
105	Apple MacBook Air Core i5	1	each	0	1	800.00	Regular	0.0%	800.00
								Shipping Cost	50.00
								Sub-total	1,450.00
								Included Tax (5%) 69.05	
								Amount Total	1,450.00

Action For Balance   Automatically put balance on back order

Memo   Sales Quotation # 20

Update   Clear quantity   Process Dispatch

Back

4. Sales => Transactions => Sales Quotation Entry => Sales Order Entry => Deliver Items of a Sales Order => Issue an Invoice for Delivery Note :

Sales	Purchases	Items and Inventory	Manufacturing	Fixed Assets	Dimensions	Banking and General Ledger	Setup

Squad1 | 192.168.1.17 | Front Accounting User 1   Dashboard   Preferences   Change password   Help   Logout

Issue an Invoice for Delivery Note

Customer	Donald Easter LLC	Branch	Sydney	Payment terms:	Payment due within 10 days	
Reference	005/2018	Sales Type	Retail	Currency	USD	Dimension:
Shipping Company	Lufthansa shipping Services	Date	05/23/2018	Due Date	06/02/2018	

Invoice Items

Item Code	Item Description	Delivered	Units	Invoiced	This Invoice	Price	Tax Type	Discount	Total
104	HP-Laptop Core i3	1	each	0	1	600.00	Regular	0.0 %	600.00
105	Apple MacBook Air Core i5	1	each	0	1	800.00	Regular	0.0 %	800.00
								Shipping Cost	50.00
								Sub-total	1,450.00
								Included Tax (5%) 69.05	
								Invoice Total	1,450.00

Memo: Sales Quotation # 20

Update   Process Invoice

Back

5. Sales => Transactions => Sales Quotation Entry => Sales Order Entry => Deliver Items of a Sales Order => Issue an Invoice for Delivery Note => Customer Payment Entry :

| Sales | Purchases | Items and Inventory | Manufacturing | Fixed Assets | Dimensions | Banking and General Ledger | Setup |

Squad1 | 192.168.1.17 | Front Accounting User 1   Dashboard   Preferences   Change password   Help   Logout

Customer Payment Entry

Into Bank Account: Current account	Date of Deposit: 05/23/2018	Bank Charge: USD
From Customer: Donald Easter	Reference: 005/2018	
Branch: Sydney		

Allocated amounts in USD:

Transaction Type	#	Ref	Date	Due Date	Amount	Other Allocations	Left to Allocate	This Allocation		
Sales Invoice	9	005/2018	05/23/2018	06/02/2018	1,450.00	0.00	1,450.00	1,450.00	All	None

Customer prompt payment discount :	0.0%	
Amount of Discount:		USD
Amount:	1,450.00	USD
Memo:	Customer Payment	

✔ Add Payment

Back

B. Purchases Module:

Some basic features of Purchase and Accounts Payable:

- Open Supplier accounts
- Make Purchase Orders, Goods Received Notes and Payment Terms
- Entry of Supplier price lists (purchase prices)
- Entering supplier's invoices
- Supplier Payments

Purchases process :

1. Making a Purchase Order **(PO)** entry
2. Entering Goods received against PO thru a Goods Received Note (**GRN**) entry
3. Entering Supplier Invoices
4. Making payments to the Supplier for goods received

- If you do a Direct Supplier Invoice, the previous stages will be performed in the background.
- If you do a Direct GRN, a PO is done in the background. When the Supplier Invoice is received, you use the Supplier Invoices to make invoice entries.

Purchases Module Screen :

| Sales | Purchases | Items and Inventory | Manufacturing | Fixed Assets | Dimensions | Banking and General Ledger | Setup |

Squad1 | 192.168.1.17 | Front Accounting User 1   Dashboard   Preferences   Change password   Help   Logout

Transactions

Purchase Order Entry   Payments to Suppliers
Outstanding Purchase Orders Maintenance
Direct GRN   Supplier Invoices
Direct Supplier Invoice   Supplier Credit Notes
                                   Allocate Supplier Payments or Credit Notes

Inquiries and Reports

Purchase Orders Inquiry
Supplier Transaction Inquiry   Supplier and Purchasing Reports
Supplier Allocation Inquiry

Maintenance

Suppliers

Purchases - Transactions	
1. Purchase Order Entry	Purchase Order Entry is used to register all purchase orders in the system.
2. Outstanding Purchase Orders k) Maintenance	Search your Outstanding Purchase Orders **->** Select a Purchase Order and **Receive** it.
3. Direct GRN	GRN stands for **Goods Received Note**. It is a record of goods received at the point of receipt of stock and is used to confirm that all goods have been received. It is often compared to a purchase order before payment is issued
4. Direct Supplier Invoice m)	This is also called as **Direct Purchase Invoice** entry. Enter an invoice without Goods Receive Note being entered previously. GRN document will be generated automatically.
5. Payments to Suppliers n)	This is used to enter a Supplier's Payment Entry against a Supplier invoice. When we purchase goods from suppliers, we pay at a later date.
6. Supplier Invoices o)	A supplier invoice is the bill issued by the supplier for goods delivered to a customer. Look for **Items Received Yet to be Invoiced,** check price and enter the Invoice
Purchases - Inquiries and Reports	
1. Purchase Orders Inquiry	Displays all the Purchase Orders made within specific date range, for Items, from Suppliers, and allows to update & print them
2. Supplier Transaction Inquiry	Displays Suppliers transactions such as GRNs, Invoices, Overdue Invoices, Payments etc.
3. Supplier and Purchasing Reports	This section generates & displays reports of various modules like Customer, Supplier, Inventory, Manufacturing, Banking ... etc. The output can also be saved to **.pdf**, **MS-Excel** format or directed to a **printer**

Purchases Workflow:

1. Purchases => Transactions => Purchase Order Entry :

Sales	Purchases	Items and Inventory	Manufacturing	Fixed Assets	Dimensions	Banking and General Ledger	Setup	

Squad1 | 192.168.1.17 | Front Accounting User 1   Dashboard   Preferences   Change password   Help   Logout

Purchase Order Entry

Supplier: Tulip Systems
Order Date: 05/23/2018
Current Credit: 0.00
Reference: 015/2018

Supplier's Reference: TUP001
Dimension: Default
Receive Into: Vashi East - Central Warehouse

Deliver to: Tulip Systems Mr. Smith

Order Items

Item Code	Item Description	Quantity	Received	Unit	Required Delivery Date	Price before Tax	Line Total		
104	HP-Laptop Core i3	50	0	each	05/23/2018	455.00	22,750.00	✎	✖
105	Apple MacBook Air Core i5	53	0	each	05/23/2018	670.00	35,510.00	✎	✖
106	Samsung J5 Pro	60	0	each	05/23/2018	195.00	11,700.00	✎	✖
106	iPad Air 2 16GB	1	0	each	06/02/2018	0.00	0.00	Add Item	
					Sub-total		69,960.00		
					Tax (5%)		3,498.00		
					Amount Total		73,458.00		

Memo: Placing New Purchase order for the Items...

[Place Order] [Cancel Order]

Back

2. Purchases => Transactions => Purchase Order Entry => Receive Purchase Order Items :

Sales	Purchases	Items and Inventory	Manufacturing	Fixed Assets	Dimensions	Banking and General Ledger	Setup	

Squad1 | 192.168.1.17 | Front Accounting User 1   Dashboard   Preferences   Change password   Help   Logout

Receive Purchase Order Items

Supplier: M/S. Tulip Systems Pvt. Ltd
For Purchase Order: 21
Ordered On: 05/23/2018

Reference: 016/2018
Deliver Into Location: Vashi East - Central Warehouse
Date Items Received: 05/23/2018

Supplier's Reference: TUP001
Delivery Address: Tulip Systems Mr. Smith
Order Comments: Placing New Purchase order for the Items...

Items to Receive

Item Code	Description	Ordered	Units	Received	Outstanding	This Delivery	Price	Total
104	HP-Laptop Core i3	50	each	0	50	50	455.00	22,750.00
105	Apple MacBook Air Core i5	53	each	0	53	53	670.00	35,510.00
106	Samsung J5 Pro	60	each	0	60	60	195.00	11,700.00
						Sub-total		69,960.00
						Tax (5%)		3,498.00
						Amount Total		73,458.00

[Update] [Process Receive Items]

Back

3. Purchases => Transactions => Purchase Order Entry => Receive Purchase Order Items => <u>Enter Supplier Invoice</u> :

| Sales | Purchases | Items and Inventory | Manufacturing | Fixed Assets | Dimensions | Banking and General Ledger | Setup |

Squad1 | 192.168.1.17 | Front Accounting User 1   📋 Dashboard ⚙ Preferences 🔐 Change password ❓ Help ⏻ Logout

Enter Supplier Invoice

Supplier: Tulip Systems   Due Date: 05/23/2018   Tax Group: Tax
Date: 05/23/2018   Terms: Cash Only   Current Credit: 0.00
Reference: 021/2018   Dimension: Default
Supplier's Ref.: TUP001

Items Received Yet to be Invoiced   Add All Items

Delivery	P.O.	Item	Description	Received On	Quantity Received	Quantity Invoiced	Qty Yet To Invoice	Price before Tax	Total	
19	21	104	HP-Laptop Core i3	05/23/2018	50	0	50	455.00	22,750.00	✖
19	21	105	Apple MacBook Air Core i5	05/23/2018	53	0	53	670.00	35,510.00	✖
19	21	106	Samsung J5 Pro	05/23/2018	60	0	60	195.00	11,700.00	✖
10	11	105	Apple MacBook Air Core i5	05/22/2018	1	0	1	670.00	670.00	Add
14	16	106	Samsung J5 Pro	05/22/2018	1	0	1	195.00	195.00	Add
								Total	69,960.00	

GL Items for this Invoice   Quick Entry: Phone Amount: 0 Go

Account	Name	Dimension	Amount	Memo		
5010	5010 Cost of Goods Sold - Retail				Add	Reset
		Total	0.00			

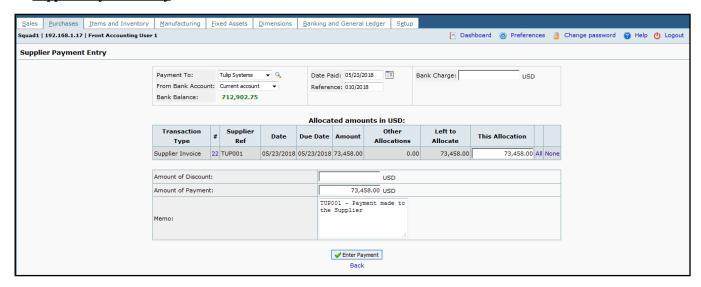| Sub-total:	69,960.00
Tax (5%)	3,498.00
Invoice Total:	**73,458.00**

Memo: Entering the Supplier invoice for selected items

✔ Enter Invoice

Back

4. Purchases => Transactions => Purchase Order Entry => Receive Purchase Order Items => Enter Supplier Invoice => <u>Supplier Payment Entry</u> :

| Sales | Purchases | Items and Inventory | Manufacturing | Fixed Assets | Dimensions | Banking and General Ledger | Setup |

Squad1 | 192.168.1.17 | Front Accounting User 1   📋 Dashboard ⚙ Preferences 🔐 Change password ❓ Help ⏻ Logout

Supplier Payment Entry

Payment To: Tulip Systems   Date Paid: 05/23/2018   Bank Charge: USD
From Bank Account: Current account   Reference: 010/2018
Bank Balance: 712,902.75

Allocated amounts in USD:

Transaction Type	#	Supplier Ref	Date	Due Date	Amount	Other Allocations	Left to Allocate	This Allocation		
Supplier Invoice	22	TUP001	05/23/2018	05/23/2018	73,458.00	0.00	73,458.00	73,458.00	All	None

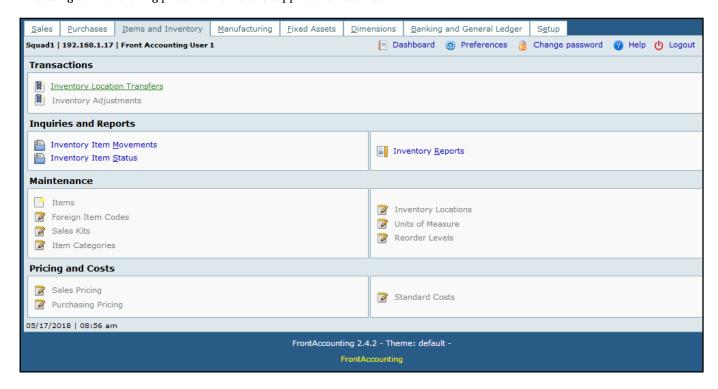| Amount of Discount:	USD
Amount of Payment:	73,458.00 USD
Memo:	TUP001 - Payment made to the Supplier

✔ Enter Payment
Back

C. Items & Inventory Module:

Some basic features of Items / Inventory

- Create different Items, define their standard price, purchase price (i.e. supplier price) & our selling price
- Make location transfers of items
- Define Item Categories and Item Locations
- View the Inventory item movements
- Set the Re-Order Levels of each Item for Inventory control & management
- Setting Sales price for each item in different currencies
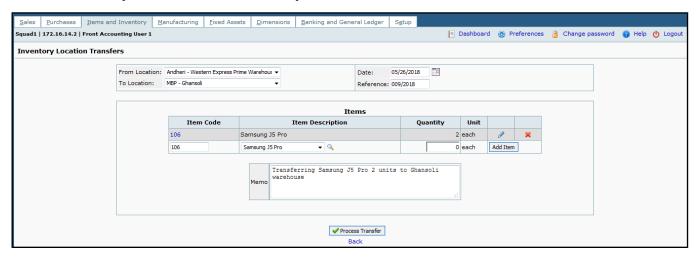- Setting our Purchasing price from different suppliers for each item

Sales	Purchases	Items and Inventory	Manufacturing	Fixed Assets	Dimensions	Banking and General Ledger	Setup

Squad1 | 192.168.1.17 | Front Accounting User 1   Dashboard   Preferences   Change password   Help   Logout

Transactions

Inventory Location Transfers
Inventory Adjustments

Inquiries and Reports

Inventory Item Movements   Inventory Reports
Inventory Item Status

Maintenance

Items   Inventory Locations
Foreign Item Codes   Units of Measure
Sales Kits   Reorder Levels
Item Categories

Pricing and Costs

Sales Pricing   Standard Costs
Purchasing Pricing

05/17/2018 | 08:56 am

FrontAccounting 2.4.2 - Theme: default -
FrontAccounting

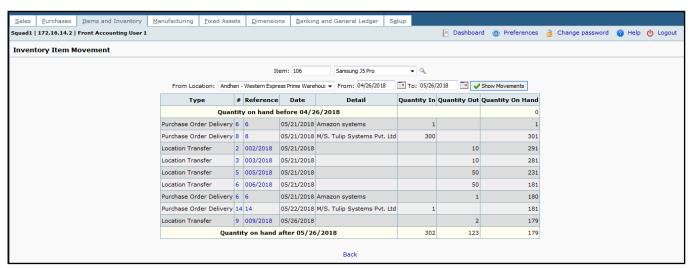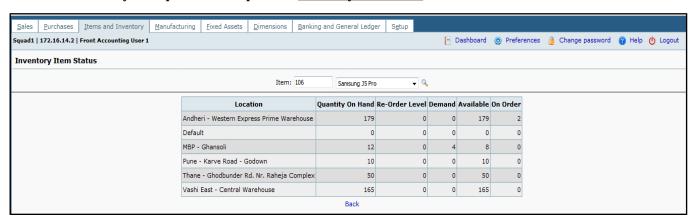|	Items & Inventory - Transactions
1. Inventory Location Transfers p)	This is used to transfer goods from one location to another
	Items & Inventory - Inquiries and Reports
2. Inventory Item Movements q)	This is used to view the movement of inventory items from a particular location done within a specified date range. It also shows the Quantity **IN**, Quantity **OUT** & Quantity **ON-Hand**
3. Inventory Item Status	This shows the Quantity On Hand, Re-order Level, Demand, Available stock and orders for an item
4. Inventory Reports	This section generates & displays reports of various modules like Customer, Supplier, Inventory, Manufacturing, Banking … etc. The output can also be saved to **.pdf**, **MS-Excel** format or directed to a **printer**

1. Items & Inventory => Transactions => Inventory Location Transfers :

2. Items & Inventory => Inquiries and Reports => Inventory Item Movement :

3. Items & Inventory => Inquiries and Reports => Inventory Item Status :

The below Testing tasks to be completed	The below Test Deliverable's to be prepared & submitted
1. Test Requirement Analysis 2. Writing Test Plan 3. Identifying and writing Test Scenarios 4. Writing Test Cases for Test Scenarios 5. Reviewing Test Scenarios and Test Cases 6. Test Execution and Defects logging 7. Preparing Defects Report	1. User Requirements document 2. Test Plan document 3. Test Scenarios sheet 4. Test Cases sheet 5. Defects Report sheet

Some General Accounting Terms :

AR	Accounts Receivable
AP	Accounts Payable
GL	General Ledger
PO	Purchase Order
SO	Sales Order
SQ	Sales Quote
WO	Work Order
GRN	Goods Receival Note
REMITTANCE	Document that shows payments made to suppliers
Fiscal Year	Accounting Year
COGS	Cost of Goods Sold
Inventory	Stored Stock
EQUITY	Share Capital
Warehouse	Stock Location
Funds	Money
Recurring	Repeating at constant intervals
SI	Sales Invoice
PI	Purchase Invoice
DN	Delivery Note
CP	Customer Payments
SP	Supplier Payments
Dimensions	Profit and Loss transaction bunching to denote departments and other cost centres
Quick Entries (QE)	A set of general ledger transactions done together to save time and prevent errors
PT	Payment Types like Transfers / Cheque / Credit / Cash
Sales Folk	Salesman

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